**Virtual High School at St. Kitts International Academy**

**Program Terms of Agreement**

St. Kitts International Academy provides access for students to receive a high school diploma from VHS Ontario, a 4-year requirement. This diploma is internationally recognized and accepted, preparing students for a College/University program. VHS Ontario provides course options for students wanting a high school diploma but who are not planning to apply to attend a college/university.

For VHS Ontario Diploma Program/Keystone Language/US K-12 COURSES

* Once enrolled, there is **no refund** – for any circumstance. Payment is required for the entire year, despite withdrawing or failing a course. Each online provider charges St. Kitts International Academy the full amount upon registration. We do not receive refunds or reduced tuition rates.
* ANY course changes throughout the year will require an additional fee determined by the online provider.
* Any credit transfers from other institutions to the program (including elective K-12 courses) will require an additional fee to and approval from VHS Ontario.
* Students who struggle with teacher facilitated classes in grades 8, 9 and 10 should seriously consider the ability to continue independently with VHS facilitated courses for grades 11-12. Students may be accepted for a probationary period or may be asked to leave the program if failing core courses or demonstrating an inability to be successful with program requirements/expectations or the virtual format. The program is not intended for students who require support due to learning or behavioral challenges. VHS requires professional documentation to make any academic accommodations.
* Upon review of transcripts, students applying to the program in grades 9-12 may be asked to complete and pass an entrance exam before admission is determined for any grade level.
* Requests or applications for a course extension will be for emergency reasons ONLY and must be approved by the principal and the high school coordinator before submitting to the online provider. There are NO extensions for SKI-Facilitated courses. Administrators for courses from the online providers determine if an extension is to be granted – their decision is final. Any extension granted will require an additional fee determined by the online provider.
* Students taking the OSSLT for VHS Ontario will be charged an additional $500 (Canadian, $380 USD, $1020.00 XCD). This is usually taken in March of **10th grade year**.
* Additional tests, such as the SAT or ACT, will require an additional fee determined by the testing companies. Test preparation will also be provided for an additional fee.
* Students pursuing CXC CSEC credits will have to arrange for additional courses locally, which require private candidate fees for courses and tests determined by the Caribbean Examinations Council.
* St. Kitts International Academy provides access and support for courses provided by online agencies; however, the school does not determine or control grades decided by teachers within these agencies. We will advocate for the student based on evidence, but we have no authority to determine or change grades/decisions made by the online providers.
* VHS Ontario may charge transcript fees for multiple college/university applications.

I understand and accept all program guidelines and requirements:

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